

**CORPORATION MEETING**  
**MONDAY 28<sup>th</sup> SEPTEMBER 2009 AT 5.30PM**  
**VENUE: ROOM D282 (ROEBURN SUITE)**

EQUAL OPPORTUNITIES/DIVERSITY: Governors are asked to always consider the impact of any decisions made in light of the college's commitment to positively promote equality of opportunity for all its staff and students.

## **A G E N D A**

### **REGISTER OF INTERESTS**

***Would all Governors please declare any interest, where there could be a conflict of interest, in any item on the agenda before commencement of the meeting, and agree to withdraw from the meeting, if requested, for the discussion/decision on that specific item.***

*Note: The Annual Health and Safety Report by Louise Evans, Health and Safety Manager, will be presented to Governors at the November meeting*

1. **APOLOGIES FOR ABSENCE**
2. **MINUTES OF THE CORPORATION MEETING HELD ON MONDAY 13 JULY 2009**  
*(Paper LMC/C/51/08 refers)*
3. **MATTERS ARISING**
  - **Update on Transfer of OLASS** *(Verbal Report)*
4. **REPORT ON STUDENT NUMBERS 2009/10** *(Paper LMC/C/01/09 – to be tabled owing to timing of availability of data)*

The Corporation is requested to receive and accept the Report.

### **ITEMS FOR DECISION/APPROVAL**

5. **ANNUAL REPORT OF THE CORPORATION** *(Paper LMC/C/02/09 refers)*

The Corporation is requested to receive and approve the Annual Report.
6. **DRAFT MINUTES OF THE SEARCH AND GOVERNANCE COMMITTEE MEETING HELD ON 7 SEPTEMBER 2009** *(Paper LMC/SG/12/09 refers)*
  - **Annual Review of Standing Orders and Other Governance Matters** *(Paper LMC/SG/02/09 refers)*
  - **Review of Corporation and Committees Composition, Structure and Organisation** *(Paper LMC/SG/03/09 refers)*
  - **Standing Orders for Meetings of the Corporation and Sub-Committees** *(Paper LMC/SG/04/09 refers)*
  - **Payment of Corporation Expenses** *(Paper LMC/SG/05/09 refers)*
  - **Governors' Training Policy** *(Paper LMC/SG/06/09 refers)*
  - **Appointment of Senior Staff** *(Paper LMC/SG/07/09 refers)*
  - **Policy Statement - Involvement of Members in Corporation and Committee Meetings** *(Paper LMC/SG/08/09 refers)*
  - **Glossary of Acronyms** *(Paper LMC/SG/09/09 refers)*
  - **Governors' Attendance Analysis** *(Paper LMC/SG/10/09 refers)*

- Corporation Targets: Performance of the Board Quality Standards for Governance (*Paper LMC/SG/11/09 refers*)

The Corporation is requested to receive and accept the draft Search and Governance Committee Minutes and Papers.

**CONFIDENTIAL ITEM FOR CORPORATION MEMBERS ONLY**  
**(UNTIL CAPITAL PROJECT APPROVED OR OTHERWISE)**

7. DRAFT MINUTES OF THE CAPITAL PROJECT COMMITTEE MEETING HELD ON 21 SEPTEMBER 2009 (*Paper LMC/CP/16/09 refers*)

- Update on M6 Heysham Road Link/CPO (*Paper LMC/CP/13/09 refers*)
- Proposals for Development/Refurbishment (including plans) (*Paper LMC/CP/14/09 refers*)
- Significant Build Programme Dates (*Paper LMC/CP/15/09 refers*)

The Corporation is requested to receive and accept the draft Capital Project Committee Minutes and approve all recommendations.

\* ALL PAPERS FOR ITEM 7 WILL FOLLOW

**CONFIDENTIAL ITEM FOR CORPORATION MEMBERS ONLY**  
**(EXCLUDING STAFF AND STUDENT GOVERNORS)**

8. DRAFT MINUTES (*Paper LMC/R/09/09 refers*) AND PAPERS OF THE REMUNERATION COMMITTEE MEETING HELD ON 14 SEPTEMBER 2009

The Corporation is requested to receive and accept the draft Remuneration Committee Minutes and approve all recommendations.

9. INTERNAL AUDITORS – LETTER OF ENGAGEMENT (*Paper LMC/C/03/09 refers*)

The Corporation is requested to accept the Audit Committee's recommendation and approve the Letter of Engagement for Bentley Jennison.

**ITEMS FOR INFORMATION**

10. GOVERNORS ANNUAL CHECKS: BANKRUPTCY/CRIMINAL BACKGROUND CHECK/REGISTER OF INTEREST (*Paper LMC/C/04/09 refers*)

11. COLLEGE EVENTS AND MEETINGS CALENDAR (*Paper LMC/C/05/09 refers*)

**September**

Wednesday 30th, 12.30pm – 4.00pm      LMC Festival (Various Locations)

**October**

Tuesday 13<sup>th</sup>, 11am – 2.30pm

Uni 4 Me Day (Hexagon Theatre)

Thursday 15<sup>th</sup>

Make A Difference Day

Saturday 24<sup>th</sup>, 7pm – 11pm

Student Union Sabotage Gig (Hexagon Theatre)

**November**

Tuesday 3<sup>rd</sup>, 4.30pm – 7.30pm

General Open Evening (Hexagon Theatre)

Thursday 5<sup>th</sup>

Sparkle Day/Wear it Pink

Wednesday 11<sup>th</sup>, 5.30pm – 8pm

NVQ Celebration

**Thursday 12<sup>th</sup> – Validation of Self Assessment Reports**  
**9am – 11am - Art, Design, Engineering and Construction**  
**11.30am – 12.30pm – Learning Support**  
**2pm – 4pm - SIB**  
**4pm – 5pm – Teacher Education**

**Friday 13<sup>th</sup> – Validation of Self Assessment Reports**  
**9am – 11am – LMC Business**  
**11.30am – 12.30pm – Skills for Life**  
**1pm – 3pm – Sport, Care and Public Services**  
**3pm – 4pm – Quality and Professional Development**

**12. DATES OF NEXT MEETINGS**

**Monday 5<sup>th</sup> October 2009 at 5.30pm – Governors Self Assessment/Inspection Training Session**  
**Monday 16<sup>th</sup> November 2009 at 5.30pm – Corporation meeting**

**13. ANY OTHER BUSINESS/INFORMAL DISCUSSION**